



JACKIE CONTRERAS, Ph.D.
Interim Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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Board of Supervisors

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

May 31, 2011

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The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**REQUEST TO APPROVE TERMINATION FOR CONVENIENCE OF THE
MIKOMI SALAAM-WILLIAMS, CONTRACT NUMBER 09-007-07
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Termination for Convenience of the contract with Mikomi Salaam-Williams, Contract Number 09-007-07 for Education Consultant Services.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that it is in the best interest of the County of Los Angeles that Contract Number 09-007-07 with Mikomi Salaam-Williams be terminated for convenience in its entirety; and
2. Approve the Termination for Convenience of Contract Number 09-007-07 with Mikomi Salaam-Williams, for Education Consultant Services, as deemed in the best interest of the County, and direct the Department of Children and Family Services (DCFS) to issue a Notice of Termination for Convenience forthwith.
3. Delegate authority to the Interim Director of DCFS, or her designee, to Terminate for Convenience Education Consultant Services contracts when DCFS' Education Consultant Services Program Manager determines that it is in the best interest of the County, provided that: a) prior Chief Executive Officer (CEO) approval is obtained; and b) the Interim Director of DCFS, or her designee, notifies your Board and the CEO in writing within ten (10) working days of the termination.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On or about December 10, 2010, DCFS issued a Stop Work Notice and recommends that the Board

of Supervisors find it is in the best interest of the County to terminate its contract with Ms. Salaam-Williams. Contract Number 09-007-07, Part II, Standard Terms and Conditions, Section 53.0, Termination for Convenience, allows termination of the contract when the County deems in its sole discretion, to be in its best interest.

Implementation of Strategic Plan Goals

Implementation of Strategic Plan Goals

The requested action is consistent with the principles of the Countywide Strategic Plan Goal No. 2 - Children, Family and Adult Well-Being. To enrich lives through integrated, cost-effective, and client-centered supportive services.

FISCAL IMPACT/FINANCING

Mikomi Salaam-Williams provided Education Consultant Services for children supervised by the Department of Children and Family Services at DCFS' Vermont Corridor office. At the present time, the Department does not anticipate a financial impact, as Education Consultant Services continues to be provided by other contracted Education Consultant contractors. The maximum annual contract sum is \$72,000 of which \$33,428.52 was expended, leaving \$38,571.48 in unexpended funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 9, 2010, your Board adopted the Education Consultant Services contracts effective July 1, 2010, through June 30, 2011, and also delegated authority to the Director of DCFS, or her designee, to execute contracts with additional qualified Education Consultants, as needed. Ms. Salaam-Williams is one of 14 Education Consultant Services contractors providing Education Consultant Services to ensure that foster children receive and have access to educational resources, programs, services, and benefits. Since January 2011, referrals for Education Consultant Services for the Vermont Corridor office are directed by the Program Manager to one of the remaining 13 contracted Education Consultants based on contractor's availability. DCFS issued a Stop Work Notice to Ms. Salaam-Williams effective December 31, 2010.

DCFS recommends that your Board find it is in the best interest of the County to terminate its contract with Ms. Salaam-Williams in its entirety. The effective date of this Contract Termination will be ten (10) days after issuance of a Notice of Termination for convenience.

This Board letter was reviewed by the Chief Executive Officer and County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Following approval of this Termination for Convenience, the County will continue to have contracts with 13 contractors for Education Consultant services. DCFS completed a supplement submission to its Request for Statement of Qualifications and is in the process of executing a replacement Education Consultant services contract.

CONCLUSION

Upon approval, it is requested that the Executive Officer/Clerk of the Board send a copy of the adopted Board Letter to:

1. Department of Children and Family Services
Contracts Administration
Attention: Armand Montiel, Assistant Division Chief
425 Shatto Place, Room 400
Los Angeles, CA 90020

2. Mikomi Salaam-Williams
5930 Lake Drive, Box 271
Angeles Oaks, CA 92305

Respectfully submitted,

A handwritten signature in black ink, reading "Jackie Contreras". The signature is written in a cursive, flowing style.

JACKIE CONTRERAS, Ph.D.
Interim Director

JC:CMM:
AM:DLF:mr

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors